

[Your business name]

[Street address, city, state ZIP]
[Phone] · [Email] · [Website]
[State registration or license #, where required]

ESTIMATE

Estimate # [0001]
Date [MM/DD/YYYY]
Valid until [MM/DD/YYYY]
Diagnosed [date, time on site]

PREPARED FOR

[Customer name]
[Street address]
[City, state ZIP]
[Phone or email]

APPLIANCE

[Brand, type, model #, serial #, approximate age]
Reported: [the fault the customer described] · Found:
[the cause]
[Part on the van / on order — lead time; return visit
length]

DESCRIPTION	QTY	RATE	AMOUNT
Service call and diagnosis [Flat fee; say if it counts toward the repair]			
Labor — [repair] [Flat job price, or hours × rate; return visit included or not]			
Part — [name], part # [number] [OEM or aftermarket; on the van or on order, lead time]			
Part — [name], part # [number]			
After-hours or same-day service [If charged]			
Recommended — [a second fault or a worn part] [Option, priced on its own line]			
		Subtotal	
		Sales tax / GST / VAT ([rate]%)	
		Estimated total	

DEPOSIT TO BEGIN

[Amount — what it books, and when the balance is due]

WHAT'S INCLUDED

[The repair, the part, the test — and what isn't: other faults, cosmetic parts, a second appliance.]

HOW TO PAY

[The diagnosis fee today; the balance when the appliance is running. Card, cash or check.]

Free template from zarla.com/guides/appliance-repair-estimate-template. Replace every [bracketed] line and delete the rows you don't need. Want estimates your customers accept online? Zarla sends quotes as one link from the same dashboard as your website and drafts the invoice when they say yes; on a paid plan with Stripe connected, that invoice carries a pay-now button: zarla.com/features/quoting-software